

C O P Y

21 June 1960

MEMORANDUM FOR: IADs

SUBJECT: DD/I Retirement Policy

REFERENCE: DD/I Notice No. 20-615-1, Dated 21 June 1960

1. With the issuance of the attached retirement procedures to be followed by DD/I components, we should move forward in an orderly fashion toward the resolution of cases currently falling within the scope of this program.

2. Utilizing the personnel listings provided by [redacted] for this purpose, you should complete the actions necessary under paragraphs 4, 5, and 6 of the reference notice no later than 30 July of this year for each employee who is now eligible for retirement or who becomes eligible during calendar year 1960.

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3. Subsequently, the prescribed procedures will be implemented no later than 31 September 1960, for those employees becoming eligible during calendar year 1961; and no later than 31 December 1960 for those who become eligible in 1962. (Listings of employees in these categories will be provided by [redacted])

25X1

4. We shall then be on a current basis by 1 January 1961, and subsequently can carry out the prescribed procedures, in individual cases, within the time limits prescribed.

5. In administering paragraphs 4 b and d and 5 of the DD/I Notice we should bear in mind the principle that the DD/I area often can usefully continue to employ older employees of top quality performance who would, if forced to retire with less than some 20 years service and at an age below 65, suffer real financial embarrassment. Each case must be considered carefully and treated with understanding and humanity.

6. You are requested to report to my Office any major difficulties that may be encountered in carrying out the procedures set forth in this memorandum.

ROBERT AMORY, JR.
Deputy Director (Intelligence)

Encl.